

## NAN YA PLASTICS CORPORATION, AMERICA - SC

## WARNING

(TYPE OR PRINT - PRESS FIRMLY)

 Oral Warning Written Warning Probation SuspensionEmployee Name: Cheryl PowellDept: Q/CSS#: 250-13-3244Sect: Q/CDate: 1/21/03Supr: S. PageNature of Infraction:  Excessive Absence  Excessive Tardiness  Failure to Follow Direction  
Describe/Explain:  Failure to Follow SOP  Safety Violation  Other

Failure To Follow directions by Director - Director specifically asked that you take a document to purchasing, instead you placed it in normal mail which would delay v.tot lab equip

 Explanation or Documentation Attached

Previous Infractions - (Date, type of infraction, and corrective action.)

1.

2.

3.

4.

 Explanation or Documentation Attached

Current Corrective Action:

1. Pay closer attention to detail
2. If you are not clear about instructions - Ask!

DEFENDANT'S  
EXHIBIT

7

 Explanation or Documentation Attached

Send white, yellow, and pink copy to Personnel for review and signature before a Written Warning, Probation, or Suspension is presented to the employee.

Personnel Sign and Date:

1/21/03

Doc. No.:

005  
010

Employee Comments:

My supervisor Anthony Martin had me to fill out a PR for an area for low melt fiber, approximately 5:00pm. Anthony asked me to have Bruce Chen, director to sign. Upon review + signature of Bruce Chen I was given the PR. I asked him (Bruce Chen) should it be fused he said he need. I asked him specifically should I carry the PR to Purchasing he said no, just drop in mail.

Employee Signature Cheryl Powell 1/21/03 Explanation or Documentation Attached Second Witness Signature if Employee chooses not sign

Initiator

Approval - Supervisor or Above

Top white copy to be sent to Personnel after completion. Yellow copy to be retained by the department.  
Form #: PN12  
DO NOT MAKE COPIES